

# LIMITED TERM EMPLOYMENT APPLICATION

DT1235 1/2004

Wisconsin Department of Transportation

If you are in this country temporarily, indicate visa status.

Complete both front and back sides.

Name - First, Middle, Last

County

Present Mailing Address - Street or Rural Route

Permanent Address and Telephone Number if different from mailing address

City, State, ZIP Code

Area Code - Telephone Number, Residence

Area Code - Telephone Number, Business

**What type of employment are you seeking?** (Check only those types that you will accept).

☐ Temporary - Full Time ☐ Temporary - Less than 40 hours per week ☐ Project

Type of Work or Job Classification Requested

Dates of Availability

**Work Experience** - List your last 3 jobs beginning with the most recent. Attach a resume if available.

Present or Most Recent Employer - Name and Location (City and State)

☐ Full-time \_\_\_\_\_ Hours/Week

☐ Part-time \_\_\_\_\_ Hours/Week

Your Title and Duties

Employed  
MO DAY YR MO DAY YR  
/ / / /

Name and Telephone of Supervisor

Salary (Present or Ending)

\$ \_\_\_\_\_ per hour

Present or Most Recent Employer - Name and Location (City and State)

☐ Full-time \_\_\_\_\_ Hours/Week

☐ Part-time \_\_\_\_\_ Hours/Week

Your Title and Duties

Employed  
MO DAY YR MO DAY YR  
/ / / /

Name and Telephone of Supervisor

Salary (Present or Ending)

\$ \_\_\_\_\_ per hour

Present or Most Recent Employer - Name and Location (City and State)

☐ Full-time \_\_\_\_\_ Hours/Week

☐ Part-time \_\_\_\_\_ Hours/Week

Your Title and Duties

Employed  
MO DAY YR MO DAY YR  
/ / / /

Name and Telephone of Supervisor

Salary (Present or Ending)

\$ \_\_\_\_\_ per hour

May we conduct a personal background check including contact with any employers named on this application and review other records?

☐ NO, Please explain

☐ YES

## Work Skills

Accounting: .....Years \_\_\_\_ Type of experience \_\_\_\_\_  
Word processing: .....Years \_\_\_\_ Words per minute \_\_\_\_\_  
Data entry:  
    formal training..... Years \_\_\_\_ Keystrokes per hour \_\_\_\_\_ Kind of equipment \_\_\_\_\_  
    On-the-job experience..... Years \_\_\_\_ Employer \_\_\_\_\_ Kind of equipment \_\_\_\_\_  
Personal computer:.....Years \_\_\_\_ Software \_\_\_\_\_  
Other office machines you can operate skillfully: \_\_\_\_\_  
Construction experience: ..... Years \_\_\_\_ Type of experience \_\_\_\_\_  
Other Skills/Qualifications: \_\_\_\_\_

## Education ( Check box indicating highest level reached).

High School: ☐ 9 ☐ 10 ☐ 11 ☐ 12 College/Technical: ☐ 13 ☐ 14 ☐ 15 ☐ 16 ☐ 17 ☐ 18 ☐ 19 ☐ 20

College/Technical School Name \_\_\_\_\_

## General Information

YES NO  
☐ ☐ Do you have a valid Wisconsin Drivers License?  
☐ ☐ Do you have a Commercial Drivers License (CDL)? Endorsement Type? \_\_\_\_\_  
If YES, which class? ☐ Class A ☐ Class B ☐ Class C ☐ Class D ☐ Other \_\_\_\_\_  
☐ ☐ Do you have any relatives currently employed by WI Dept. of Transportation? Attach extra pages if necessary.  
If YES, give Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Employing Division: \_\_\_\_\_

The Department of Transportation has district offices throughout Wisconsin. The Motor Vehicle, State Patrol, and Transportation District office locations are listed below. Check (X) only those locations in which you will accept employment.

M = Motor Vehicle

S = State Patrol

T = Transportation District

_____ Antigo (M)	_____ Madison, West,	_____ Rhinelander (M,T)
_____ Appleton (M)	_____ 4802 Sheboygan Ave. (M,S,T)	_____ Rice Lake (M)
_____ Ashland (M)	_____ Manitowoc (M)	_____ Richland Center (M)
_____ Beaver Dam (M)	_____ Marinette (M)	_____ Shawano (M)
_____ Beloit (M)	_____ Marshfield (M)	_____ Sheboygan (M)
_____ DeForest (S)	_____ Mauston (M)	_____ Spooner (S)
_____ Eau Claire (M,S,T)	_____ Menomonie (M)	_____ Stevens Point (M)
_____ Elkhorn (M)	_____ Milwaukee Downtown,	_____ Sturgeon Bay (M)
_____ Fond du Lac (M,S)	_____ 819 N. 6th St. (M)	_____ Sturtevant (Racine Team) (M)
_____ Ft. McCoy (S)	_____ Milwaukee Northeast,	_____ Superior (M,T)
_____ Green Bay (M,T)	_____ 6073 N. Teutonia Ave. (M)	_____ Tomah (S)
_____ Hudson (M)	_____ Milwaukee Northwest,	_____ Watertown (M)
_____ Janesville (M)	_____ 7301 W. Mill Rd. (M)	_____ Waukesha (M,S,T)
_____ Kenosha (M)	_____ Milwaukee Southwest (Greendale),	_____ Waupaca (M)
_____ La Crosse (M,T)	_____ 5500 W. Grange Ave. (M)	_____ Wausau (M,S)
_____ Ladysmith (M)	_____ Milwaukee Southeast (South Milwaukee),	_____ West Bend (M)
_____ Madison, DSP Radio Shop	_____ 1835 College Ave. (M)	_____ Whitehall (M)
_____ 3629 Pierstorff St. (S)	_____ Monroe (M)	_____ Wisconsin Rapids (T)
_____ Madison, East	_____ Oshkosh (M)	
_____ 2001 Bartillon Dr. (M)	_____ Platteville (M)	
_____ 2101 Wright St. (T)	_____ Portage (M)	

## Return completed application to:

Bureau of Human Resource Services  
Wisconsin Department of Transportation  
4802 Sheboygan Avenue, Room 410  
P. O. Box 7915  
Madison, WI 53707-7915

I certify that the information on this application is true and complete to the best of my knowledge, and that any false or missing job-related information may disqualify me for the position for which I am applying.

X

(Applicant Signature)

(Date)